

INVITATION TO SUBMIT LEASE PROPOSAL

The State of Connecticut, Department of Public Works, will accept lease proposals/site offerings from property owners or their representative(s) through **4 p.m. on March 10, 2006**, to lease a total of **9,559+/- net usable square feet** of office space with on-site, reserved, paved and lighted parking for approximately **fifty-five (55) vehicles** in **Willimantic/Windham**, for use and occupancy by **Department of Mental Retardation** for a term of five (5) years, with one (1) or two (2) five (5) year options. Offers from option holders cannot be considered. The premises must be accessible to handicapped individuals and public transportation. Preference will be given to proponents offering purchase and/or renewal options.

Proposals should be addressed exclusively to:

Department of Public Works
State Office Building
165 Capitol Avenue – Room G-35
Hartford, CT 06106

ATTN: Bidding & Contracts Section
Solicitation Number: **LP 06-06**
(Only one (1) copy is to be submitted)

Proposals must be submitted using the State of Connecticut "Proposal to Lease Space" form together with a "Bid/Proposal Affidavit" and a "Notice of Listing Agreement", if applicable. Lease proposal information and related forms may be obtained using the "Leasing" link at www.ct.gov/dpw/ or by calling (860) 713-5600. The submission of a proposal shall not bind the State of Connecticut, nor does it constitute a competitive bid. The Department of Public Works reserves the right to reject any and all proposals. **Faxed proposals will not be accepted.**

State of Connecticut
Department of Public Works
James T. Fleming, Commissioner

AGENCY SPACE REQUEST

Solicitation Number: LP 06-06

Agency Name: Department of Mental Retardation

Function of facility being requested: Office

Geographic area requested: Willimantic/Windham

Date of need: Immediate Square Feet Required: 9,559 n.u.s.f.

SPACE NEEDS:

OFFICE SPACE:	TOTAL NEEDED	TOTAL SQUARE FEET
Private Office(s)	2	240
Open Office Space		7,773
Conference Room (private)	1	381
Lounge for Employees	1	330
Mail Room	1	100
DataCom/Telephone	1	100
Printing and Reproduction area	1	100
Public Waiting area	1	75
Reception area	1	60
Storage, Dormant files	1	200
Storage, Active files	1	200
Parking Spaces	55	